

Chapter IV: Privacy Threshold Analysis (Optional)

Complete this document and send it to your Bureau's Privacy Act Officer. Upon receipt, your Privacy Act Officer will review the document, may request additional information, and determine if a full Privacy Impact Assessment (PIA) is required.

Bureau: Public Debt

Date Submitted for Review: September 30, 2006

Name of Project: WebTa

OMB Unique Identifier: 015-35-01-02-1009-00

Type of Project/Program:

☐ Information Technology ☒ System ☐ Other Project/Program (type) _____

1. Provide a general description of the project and its purpose in non-technical terms.

WebTA is a web-based time and attendance software application designed to capture hours worked, leave used, and accounting information on a biweekly basis. Data is entered into the application by timekeepers (or employees, if authorized), verified, certified and then transmitted to an automated payroll/personnel system, the National Finance Center (NFC), for subsequent salary payment computation.

2. Status of Project/Program

☐ This is a new development effort ☒ This an existing project

Date first developed: February 11, 2004

Date last updated: September 17, 2006

Please provide a general description of the update.

Upgraded customer's instance from version 3.0 to 3.3.

3. Does the technology, system, or program collect, maintain, and/or share information in identifiable form?

☐ No. The Assessment is complete. *Please send to your Privacy Act Officer.*

☒ Yes. Please answer the following questions.

Does the technology, system, or program contain information from or about the public?

☒ No ☐ Yes

Provide a general description of the way the project could relate to an individual.

WebTA track various components of employees leave activities and work activities. Either timekeepers or employees enter time directly into the system.

4. What information does this technology, system, or program collect, maintain, or share?

WebTA track various components of employees leave activities and work activities. Either timekeepers or employees enter time directly into the system.

5. Is there a Certification & Accreditation record within the FISMA tracking system?

☐ Do not know. ☐ No. ☒ Yes. Please indicate the determinations for each of the following:

Confidentiality: ☒ Low ☐ Moderate ☐ High ☐ Undefined

Integrity: ☒ Low ☐ Moderate ☐ High ☐ Undefined

Availability: ☒ Low ☐ Moderate ☐ High ☐ Undefined

6. Provide the following information if a PIA has been conducted:

PIA Date: _____ PIA Title: _____

PIA posted on the web: ☒ No ☐ Yes If no, date expected to post: August 1, 2007

7. System of Records Notice Publication: ☐ No ☒ Yes ☐ Not required

ADDITIONAL COMMENTS:

WebTa is not accessed by members of the public.

Public Debt is posting this Privacy Threshold Analysis (PTA) in accordance with a recommendation made by the Treasury Office of the Chief Information Officer as a provisional Privacy Impact Assessment (PIA) until final decisions are made regarding PIA applicability to the system.